CITY OF SALISBURY, NORTH CAROLINA

WATER AND SEWER FUND

STATEMENT OF REVENUES AND OTHER FINANCING SOURCES

For the Year Ending June 30, 2002 With Estimated Actual for the Year Ending June 30, 2001 and Actual for the Year Ended June 30, 2000

		2000	2001		2002	
		Actual		Estimate		Budget
OPERATING REVENUES:						
Charges for services	\$ 1	1,405,780	\$ 1	0,728,224	\$ 1	3,098,533
NONOPERATING REVENUES:						
Interest earned on investments	\$	208,024	\$	106,378	\$	25,000
Miscellaneous revenues		351,415		743,942		488,510
Total nonoperating revenues	\$	559,439	\$	850,320	\$	513,510
OTHER FINANCING SOURCES:						
Contributed Capital	\$	576,803	\$		\$	
Total revenues and other financing sources	<u>\$ 1</u>	2,542,022	\$ 1	1,578,544	\$ 1	3,612,043

CITY OF SALISBURY

FY 2001-2002 BUDGET SUMMARY WATER AND SEWER FUND

		Actual FY 99-00		Budgeted FY 00-01		Requested FY 01-02		Mgr Recommends FY 01-02		Adopted FY 01-02
REVENUE	\$	11,965,164	\$	15,003,095	\$	12,400,250	\$	13,612,043	\$	13,612,043
		A 4 3		D 1 4 1		D (1		M D		41 41
EXPENSES		Actual FY 99-00		Budgeted FY 00-01		Requested FY 01-02		Mgr Recommends FY 01-02		Adopted FY 01-02
UTILITIES MG	Т &.		TI			F I U1-U2		F I VI-V2		F I UI-U2
Personnel	1 & Z \$	457,897		552,252	¢	604,373	\$	590,018	•	590,018
Operations	φ	4,611,024	Ψ	2,004,729	Ψ	2,013,047	φ	1,962,084	Ψ	1,962,084
Capital		4,011,024		, ,		2,013,047		1,902,004		1,902,004
TOTAL	\$	5,068,921	\$	2,556,981	\$	2,617,420	\$	2,552,102	\$	2,552,102
WATER RESOU			Ψ	2,330,901	Ψ	2,017,420	Ψ	2,332,102	Ψ	2,332,102
Personnel	\$ \$	357,268	\$	351,763	\$	370,242	\$	240,697	\$	240,697
Operations	Ψ	450,912	Ψ	475,881	Ψ	544,555	Ψ	491,305	Ψ	491,305
Capital		430,912		10,000		J 44 ,JJJ		1 91,505		T/1,JUJ
TOTAL	\$	808,180	\$	837,644	\$	914,797	\$	732,002	\$	732,002
WATER & SEW					Ψ	211,727	Ψ	732,002	Ψ	732,002
Personnel	\$	670,065		848,385	\$	913,105	\$	808,410	\$	808,410
Operations	Ψ	2,089,109	Ψ	2,046,330	Ψ	2,161,943	Ψ	1,041,893	Ψ	1,041,893
Capital		-		462,311		538,800		538,800		538,800
TOTAL	\$	2,759,174	\$	3,357,026	\$	3,613,848	\$	2,389,103	\$	2,389,103
TECHNICAL SI			•	- / /		- , ,	Ċ	, ,		, ,
Personnel	\$	331,021	\$	366,288	\$	402,068	\$	402,696	\$	402,696
Operations		81,556		96,021		100,360		92,860		92,860
Capital		_		1,595		25,500		25,500		25,500
TOTAL	\$	412,577	\$	463,904	\$	527,928	\$	521,056	\$	521,056
WASTEWATER	R TRI	EATMENT								
Personnel	\$	635,459	\$	642,110	\$	672,437	\$	663,217	\$	663,217
Operations		847,069		923,551		861,791		820,791		820,791
Capital		-		-		4,800		4,800		4,800
TOTAL	\$	1,482,528	\$	1,565,661	\$	1,539,028	\$	1,488,808	\$	1,488,808
METER SERVI	CES									
Personnel	\$	302,605	\$	346,645	\$	387,012	\$	383,220	\$	383,220
Operations		88,070		76,692		79,593		93,121		93,121
Capital		-		-		-		-		-
TOTAL	\$	390,675	\$	423,337	\$	466,605	\$	476,341	\$	476,341
FACILITIES M										
Personnel	\$	489,530	\$	553,954	\$	579,382	\$	462,231	\$	462,231
Operations		1,121,603		827,834		903,762		866,000		866,000
Capital		-		1,500		3,500		3,500		3,500
TOTAL	\$	1,611,133	\$	1,383,288	\$	1,486,644	\$	1,331,731	\$	1,331,731

		Actual FY 99-00	Budgeted FY 00-01	Requested FY 01-02	Mgr Recommends FY 01-02	Adopted FY 01-02
DEBT SERVICE						
Personnel	\$	-	\$ -	\$ -	\$ -	\$ -
Operations		1,460,390	4,256,059	4,120,900	4,120,900	4,120,900
Capital		-	-	-	-	-
TOTAL	\$	1,460,390	\$ 4,256,059	\$ 4,120,900	\$ 4,120,900	\$ 4,120,900
CAPITAL PROJE	ECT	S				
Personnel	\$	-	\$ -	\$ -	\$ -	\$ -
Operations		-	-	-	-	-
Capital		-	159,195	-	-	-
TOTAL	\$	-	\$ 159,195	\$ -	\$ -	\$ -
GRAND TOTAL						
Personnel	\$	3,243,845	\$ 3,661,397	\$ 3,928,619	\$ 3,550,489	\$ 3,550,489
Operations		10,749,733	10,707,097	10,785,951	9,488,954	9,488,954
Capital		-	634,601	572,600	572,600	572,600
TOTALS	\$	13,993,578	\$ 15,003,095	\$ 15,287,170	\$ 13,612,043	\$ 13,612,043

To serve as the central management and administration source and engineering support for activities, operations, and projects related to the Water and Sewer Utility.

DEPARTMENTAL PERFORMANCE GOALS

- 1. Assist in cooperative effort with County to extend water and sewer to growth corridors.
- 2. Continue implementation of the 201 Sewer Facility Plan and major water capital improvement projects.
- 3. Revise and improve uniform construction standards.
- 4. Implement and maintain a comprehensive back-flow prevention program.
- 5. Maintain and update a GIS database of the utility system.
- 6. Maintain and update a system-wide hydraulic model.
- 7. Produce the plans and specifications of water and sewer extension projects.
- 8. Provide construction management for water and sewer extension projects.

	Actual FY99-00	Budgeted FY00-01	Requested FY01-02	Mg	gr Recommends FY01-02	Adopted FY01-02
Personnel Operating Capital	\$ 457,897 4,611,024	\$ 552,252 2,004,729	\$ 604,373 2,013,047	\$	590,018 1,962,084	\$ 590,018 1,962,084
TOTAL	\$ 5,068,921	\$ 2,556,981	\$ 2,617,420	\$	2,552,102	\$ 2,552,102

PERSONNEL DET	ľΑ	П	,
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<u> </u>	EIGOTH IEE			
	Authorized	Authorized	Mgr Recommends	Adopted
Position Title	FY 99-00	FY 00-01	FY 01-02	FY 01-02
Administration (100)				
Utilities Director	1	1	1	1
Assistant Utilities Director	1	1	1	1
Productivity Analyst	1	1	1	1
Department Secretary	1	1	1	1
Compliance Coordinator	0	0	1^1	1 ¹
Utilities Engineering (800)				
Utilities Engineering Manager	1	1	1	1
Utilities Engineer I/II/III	1	1	1	1
Senior Office Assistant	1	1	0^2	0^2
Engineering Technician I/II/III	2	2	1^3	1^3
Engineering Intern	0	0	1^3	1^3
Utilities Inspection/Location Specialist	2	0	0	0
SCADA Technician	0	1	0^2	0^2
Co-Op (Temp/Full-Time)	<u>1</u>	<u>1</u>	0^2	0^2
TOTAL	12	11	9	9

¹ New Position

² Reduction in Workforce

³ Position reclassification

To provide the City's water utility customers with a sufficient supply of high quality potable water that meets all regulation standards for purity, taste, appearance, and flow adequacy at a reasonable cost to the consumer.

DEPARTMENTAL PERFORMANCE GOALS

- 1. Continue the evaluation of expanding the treatment capacity of the Water Plant from 12 MGD to 18 MGD.
- 2. Adjust operational process measures to meet new SDWA Regulations.
- 3. Comply with new EPA Clean Air Act regulations concerning chlorine safety.
- 4. Prepare and distribute the Consumer Confidence Report to customers on water quality and explain the requirements to the general public.
- 5. Continue the public education program outreach to schools and civic organizations.

	Actual	Budgeted		Requested	Μį	gr Recommends	Adopted
	FY99-00	FY00-01		FY01-02		FY01-02	FY01-02
Personnel	\$ 357,268	\$ 351,763	\$	370,242	\$	240,697	\$ 240,697
Operating	450,912	475,881		544,555		491,305	491,305
Capital	 	10,000	_				 _
TOTAL	\$ 808,180	\$ 837,644	\$	914,797	\$	732,002	\$ 732,002

PERSONNEL DETAIL										
	Authorized	Authorized	Mgr Recommends	Adopted						
Position Title	FY 99-00	FY 00-01	FY 01-02	FY 01-02						
Water Treatment Plant (811)										
Water Plant Supervisor	1	1	1	1						
Senior Plant Operator	1	1	1	1						
Senior Office Assistant	.5	.5	0^{1}	0^1						
Water Resources Manager	1	1	0^2	0^2						
Water Plant Operator I/II	4	4	4	4						
Laboratory Analyst	<u>1</u>	<u>1</u>	0^3	0^3						
TOTAL	8.5	8.5	6	6						

¹ Position reclassified to 821-000

² Reduction in Workforce

³ Position reclassified to 815-900

To provide the City's Water/Sewer Utility with an effective, efficient system for the distribution of potable water and the collection of waste through an equally effective, efficient sewer system.

DEPARTMENTAL PERFORMANCE GOALS

- 1. Implement an inflow and infiltration preventive maintenance program.
- 2. Implement a water main flushing program.

PERFORMANCE MEASURES

	FY95-96	FY96-97	FY97-98	FY98-99	FY99-00
Change out or add 5/8" thru 1" water meters	497	716	995	900	1141
Change out or add 1-1/2" & 2" water meters	7	24	24	30	20
Change out or add 3" or larger water meters	2	3	4	6	4
Install check valves on existing water services	499	635	712	528	590
Install water taps	328	380	358	442	439
Replace/install fire hydrants	19	18	11	20	22
Replace water valves	29	46	30	60	22
Clean and TV inspect sewer lines - feet	237,500	281,000	260,000	260,000	252,000
Install sewer taps	182	107	176	134	145

	Actual	Budgeted	Requested	Mgı	Recommends	Adopted
	FY99-00	FY00-01	FY01-02		FY01-02	FY01-02
Personnel	\$ 670,065	\$ 848,385	\$ 913,105	\$	808,410	\$ 808,410
Operating	2,089,109	2,046,330	2,161,943		1,041,893	1,041,893
Capital	 	 462,311	538,800		538,800	538,800
TOTAL	\$ 2,759,174	\$ 3,357,026	\$ 3,613,848	\$	2,389,103	\$ 2,389,103

PERSONNEL DETAIL

	Authorized	Authorized	Mgr Recommends	Adopted
Position Title	FY 99-00	FY 00-01	FY 01-02	FY 01-02
Administration (100)				
Utility Maintenance Manager	1	1	O^1	0^1
Utilities Systems Manager	0	0	1^1	1^1
Senior Office Assistant	2	2	1^2	1^2
Inventory Control Specialist	1	1	1	1
Maintenance Scheduler	1	1	1	1
Distribution Maint. & Const. (850)				
Utilities Maintenance Supervisor	1	1	1	1
Utilities Maintenance Technician	3	3	3	3
Seasonal Workers (Temp/Full-Time)	2	2	0^2	0^2
New Water/Sewer Connections (851)				
Utilities Maintenance Supervisor	1	1	1	1
Utilities Maintenance Technician	2	2	3^1	3^1
Water/Sewer Service Replacement (853)				
Utilities Maintenance Supervisor	1	1	0^2	0^2
Utilities Maintenance Technician	2	2	3^1	3^1
Preventive Maintenance (854)				
Utilities Maintenance Supervisor	1	1	1	1
Utilities Maintenance Technician	3	4	4	4
Collection Maint. & Construction (856)				
Utilities Maintenance Supervisor	1	1	1	1
Utilities Maintenance Technician	<u>4</u>	<u>3</u>	<u>3</u>	<u>3</u>
TOTAL	26	26	24	24
¹ Position reclassified				
² Reduction in Workforce	A DATE A TOTAL			

	Requested FY 01-02	_	Recommends FY 01-02	Adopted FY 01-02
Water Distribution Maintenance (850)				
Hydraulic Tools	\$ 3,000	\$	3,000	\$ 3,000
New Construction (851)				
Hydraulic Tools	3,000		3,000	3,000
Service Replacement (853)				
Hydraulic Tools	3,000		3,000	3,000
Preventative Maintenance (854)				
Hydraulic Tools	3,000		3,000	3,000
Sewer Collection Maintenance (856)				
Hydraulic Tools	3,000		3,000	3,000
Water & Sewer Extensions (857)				
Water Line Extension	261,900		261,900	261,900
Sewer Line Extension	 261,900		261,900	 261,900
Total Capital Outlay	\$ 538,800	\$	538,800	\$ 538,800

To operate the City's regional wastewater analysis laboratory and implement the City's industrial pretreatment program.

DEPARTMENTAL PERFORMANCE GOALS

- 1. Continue providing technical and analytical support to the other Divisions within the Utilities Department in a cost-effective, professional manner.
- 2. Protect the wastewater collection and treatment system from the adverse effects of commercial and industrial discharges by maintaining a strong, effective industrial pretreatment program.
- 3. Investigate and determine sources of harmful discharges.
- 4. Promote and provide advice about greasetraps to commercial entities.

BUDGET REOUEST SUMMARY

	Actual	Budgeted		Requested	Mg	gr Recommends	Adopted
	FY99-00	FY00-01		FY01-02		FY01-02	FY01-02
Personnel	\$ 331,021	\$ 366,288	\$	402,068	\$	402,696	\$ 402,696
Operating	81,556	96,021		100,360		92,860	92,860
Capital	 	 1,595	_	25,500		25,500	 25,500
TOTAL	\$ 412,577	\$ 463,904	\$	527,928	\$	521,056	\$ 521,056

PERSONNEL DETAIL									
	Authorized	Authorized	Mgr Recommends	Adopted					
Position Title	FY 99-00	FY 00-01	FY 01-02	FY 01-02					
Technical Services Manager	1	1	$0^{\scriptscriptstyle 1}$	O^1					
Finance & Support Services Manager	0	0	1^2	1^2					
Laboratory Supervisor	1	1	1	1					
Regulatory Compliance Technician	1	1	1	1					
Laboratory Analyst	4	4	5^{3}	5^3					
Industrial Pretreatment Coordinator	1	1	1	1					
Senior Office Assistant	<u>.5</u>	<u>.5</u>	0^4	0^4					
TOTAL	8.5	8.5	9	9					

¹ Reduction in Workforce

	Requested FY 01-02		•	Recommends Y 01-02	Adopted FY 01-02	
Ion Chromatograph	\$	22,500	\$	22,500	\$	22,500
Portable DO Meter		1,500		1,500		1,500
Portable PH Meter		1,500		1,500		1,500
Total Capital Outlay	\$	25,500	\$	25,500	\$	25,500

² New Position

³ Position reclassified from 811-811

⁴ Position reclassified to 813-100

To provide the City's utility customers with a system capable of treating domestic and industrial waste generated by its utility customers using methods that satisfies the standards and requirements of various regulatory agencies.

DEPARTMENTAL PERFORMANCE GOALS

- 1. Process water discharge which complies with all environmental regulations.
- 2. Investigate alternatives for biosolid processing and thickening.
- 3. Continue application of residual solids on approved acreage.

BUDGET REQUEST SUMMARY

	Actual		Budgeted	Requested	Mg	gr Recommends		Adopted
	FY99-00		FY00-01	FY01-02		FY01-02		FY01-02
Personnel	\$ 635,459	\$	642,110	\$ 672,437	\$	663,217	\$	663,217
Operating	847,069		923,551	861,791		820,791		820,791
Capital	 	_		 4,800		4,800	_	4,800
TOTAL	\$ 1,482,528	\$	1,565,661	\$ 1,539,028	\$	1,488,808	\$	1,488,808

PERSONNEL DETAIL										
Position Title	Authorized FY 99-00	Authorized FY 00-01	Mgr Recommends FY 01-02	Adopted FY 01-02						
Administration (100)										
Wastewater Treatment Manager	1	1	0^{1}	O^1						
Wastewater Treatment Supervisor	0	0	1^1	1^1						
Senior Office Assistant	.5	.5	0^2	0^2						
Town Creek WWTP (901)										
Senior Wastewater Plant Operator	0	0	1^1	1^1						
Wastewater Plant Operator	5	5	4^1	4^1						
Grant Creek WWTP (902)										
Senior Wastewater Plant Operator	0	0	1^1	1^1						
Wastewater Plant Operator	5	5	4^1	4^1						
Residuals Management (903)										
Residuals Manager	0	1	0^{1}	O^1						
Residuals Supervisor	1	0	1^1	1^1						
Residuals Operator	<u>4</u>	<u>4</u>	<u>4</u>	<u>4</u>						
TOTAL	16.5	16.5	16	16						
1										

¹ Position Reclassified

	Requested FY 01-02		Mgr Recommends FY 01-02		dopted Y 01-02
Residuals Management (903)					
Portable Storage Building	\$ 4,800	\$	4,800	\$	4,800
Total Capital Outlay	\$ 4,800	\$	4,800	\$	4,800

² Reduction in Workforce

To maintain, test, and read utility meters.

DEPARTMENTAL PERFORMANCE GOALS

- 1. Complete readings of all meters in a timely manner each month for billing purposes.
- 2. Test and verify the accuracy of large commercial meters on an annual basis.
- 3. Respond to customer concerns regarding high bills or problems with meters quickly and professionally.

BUDGET REQUEST SUMMARY

	Actual	Budgeted	Requested	Μį	gr Recommends	Adopted
	FY98-99	FY99-00	FY00-01		FY00-01	FY00-01
Personnel	\$ 302,605	\$ 346,645	\$ 387,012	\$	383,220	\$ 383,220
Operating	88,070	76,692	79,593		93,121	93,121
Capital	 	 	 	_		
TOTAL	\$ 390,675	\$ 423,337	\$ 466,605	\$	476,341	\$ 476,341

PERSONNEL DETAIL

	I DIGOTTI LED D			
	Authorized	Authorized	Mgr Recommends	Adopted
Position Title	FY 99-00	FY 00-01	FY 01-02	FY 01-02
Meter Maintenance (852)				
Meter Maintenance Supervisor	1	1	0^{1}	0^1
Senior Meter Mechanic	0	0	1^1	1^1
Meter Mechanic	2	2	2	2
Meter Reading (855)				
Meter Services Manager	1	1	0^{1}	0^{1}
Meter Reading Supervisor	1	1	1	1
Senior Meter Reader	0	0	1^1	1^1
Meter Reader	<u>5</u>	<u>5</u>	6^2	6^2
TOTAL	10	10	11	11

¹ Position reclassified

² Position added with Town of Spencer acquisition effective 10/1/2000

To maintain the process equipment for the Utility's water and wastewater facilities and oversee the maintenance of the buildings and grounds of the treatment plants.

DEPARTMENTAL PERFORMANCE GOALS

- 1. Continue to improve reliability of all lift stations in the Rockwell, Granite Quarry, and Town of Spencer's sewer systems.
- 2. Work with Water/Sewer Division to identify leaks to correct infiltration problems and reduce spills.
- 3. Keep the plant process running efficiently by maintaining the treatment plant equipment.
- 4. Work with the plant personnel, engineers, and contractors in the renovation of the Water Plant.

RUDGET	PEOUEST	SUMMARY
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			 		-01 0011111111			
		Actual	Budgeted		Requested	Μg	gr Recommends	Adopted
		FY99-00	FY00-01		FY01-02		FY01-02	FY01-02
Personnel	\$	489,530	\$ 553,954	\$	579,382	\$	462,231	\$ 462,231
Operating		1,121,603	827,834		903,762		866,000	866,000
Capital	_		 1,500	_	3,500		3,500	3,500
TOTAL	\$	1,611,133	\$ 1,383,288	\$	1,486,644	\$	1,331,731	\$ 1,331,731

PERSONNEL	DETAIL
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	PERSONNEL D	LIAIL		
	Authorized	Authorized	Mgr Recommends	Adopted
Position Title	FY 99-00	FY 00-01	FY 01-02	FY 01-02
Administration (000)				
Plants Maintenance Manager	1	1	0^1	O^1
Plants Manager	0	0	1^1	1^1
Senior Office Assistant	.5	.5	1^2	1^2
F.M. Raw Water Supply (810)				
Plants Maintenance Technician	1	1	1	1
F.M. Water Treatment Plant (811)				
Plants Maintenance Technician	2	2	1^1	1^1
F.M. Water Maintenance (850)				
Plants Maintenance Supervisor	1	1	0^3	0^3
F.M. Sewer Maintenance (856)				
Utilities Systems Supervisor	0	0	1^1	1^1
Systems Maintenance Technician	0	0	3^1	3^1
Plants Maintenance Technician	2	2	0^1	0^1
F.M. Town Creek WWTP (901)				
Plants Maintenance Supervisor	1	1	0^4	0^4
Plants Maintenance Technician	1	1	1	1
F.M. Grant Creek WWTP (902)				
Plants Maintenance Supervisor	1	1	1	1
Plants Maintenance Technician	2	2	1^1	1^1
F.M. Residuals Management (903)				
Plants Maintenance Technician	<u>1</u>	<u>1</u>	0^1	0^1
TOTAL	13.5	13.5	11	11
1				

¹ Position reclassified

² Position reclassified from 811-811

³ Position reclassified to 817-100

⁴ Position reclassified to 721-800

	Requested FY 01-02		Mgr Recommends FY 01-02		Adopted FY 01-02	
Facilities Maintenance Administration (000)						
Portable Motorola Radio	\$ 3,500	\$	3,500	\$	3,500	
Total Capital Outlay	\$ 3,500	\$	3,500	\$	3,500	

To provide for principal and interest payments on outstanding Water and Sewer Fund debt.

BUDGET REQUEST SUMMARY

	Actual FY99-00	Budgeted FY00-01	1		gr Recommends FY01-02		Adopted FY01-02	
Personnel Operating Capital	\$ 1,460,390	\$ 4,256,059	\$	4,120,900	\$	4,120,900	\$	4,120,900
TOTAL	\$ 1,460,390	\$ 4,256,059	\$	4,120,900	\$	4,120,900	\$	4,120,900

DEPARTMENT - Capital Projects

Debuget Reversition Service Reversition 1											
		Actual FY99-00		Budgeted FY00-01		Requested FY01-02	Mgr Recommends FY01-02		Adopted FY01-02		
Personnel	\$	_	\$	-	\$	-	\$	-	\$	-	
Operating		-		-		-		-		-	
Capital				159,195							
TOTAL	\$	-	\$	159,195	\$	-	\$	-	\$	-	

